



STATE OF RHODE ISLAND

Board of Examiners of Landscape Architects

1 Capitol Hill, 3rd. Floor
Providence, RI 02908
(401) 222-2565 Fax: (401) 222-5744
www.bdp.state.ri.us

INSTRUCTION SHEET FOR REGISTRATION BY RECIPROCITY

The Rhode Island law permits the Board to waive requirements for examination of a competent landscape architect holding a license in another state provided that "that State grants equal rights and has at least equal standards."

Each application for reciprocity will be assessed on its own merit. Before being considered by the Board, applicants must provide the following:

1. A completed and notarized application. **Required forms include: application, reference forms and verification form. All forms must be in sealed envelopes and attached to the application.** CLARB Certificate Records will be mailed directly to the Board. If you are submitting a CLARB Certificate Record, the only form you need to complete is the application.
2. A non-refundable application fee of \$150.00. Checks must be made payable to:
General Treasurer, State of Rhode Island.
3. **Two (2) references from landscape architects who have been registered a minimum of four (4) years and one (1) character reference. Reference forms must be sent directly to the applicant in a sealed envelope.**
4. **Verification Form** from the applicant's reciprocal **State Board** verifying:
 - a) That his/her registration is current and in good standing.
 - b) The Board's policy to grant a Rhode Island landscape architect with comparable qualifications a license by reciprocity in that State.
 - c) **This form must be sent directly to the applicant in a sealed envelope.**
5. Submission of **official school transcripts** is optional but the Board reserves the right to request them.
6. CLARB certificate record holders must complete the application and submit the application fee. **CLARB records should be sent directly to the Board. It is the responsibility of the applicant to request that his/her record be mailed to the Rhode Island Board. (Reference forms are not required with CLARB certificate record.)**
7. An applicant must provide proof of having acquired two (2) years experience in landscape architectural work prior to being eligible for licensure in Rhode Island.
8. An applicant may be required to take the RI examination section given with the LARE at the discretion of the Board.
9. RI requires out of state applicants to demonstrate to the Board that they are competent in dealing with southern New England plant materials and environmental conditions. The Board's evaluation will be based on location of your landscape architectural education and/or substantial experience.